



Department of Police

## MEMORANDUM

TO: All Sworn Personnel

FROM: Chief T. A. Wilfong *tw*

RE: **Education and Prior Experience Incentive Benefit for Sworn Officers (June 2012)**

DATE: June 22, 2012

In the continuing effort to attract quality applicants and improve our existing pool of employees through continuing education, the following incentive program is put in effect July 1, 2012:

### **New Hires:**

#### **Prior Police Experience:**

Newly hired Officers in Training (OIT) with prior law enforcement experience are eligible for a 5% increase to base pay for 1-5 years of experience and a 10% increase to base pay for more than 5 years of prior law enforcement experience. Eligibility can be proven by a letter from their previous agency detailing dates of employment.

#### **Educational Incentives:**

Newly hired Officers in Training holding degrees in a relevant job-related field are eligible for the following incentive stipend(s). Stipends are incentives that are paid as a flat-dollar amount, not included in base pay, and which will be based off of the minimum rate for a Police Officer. If the pay range for a Police Officer is adjusted, the stipend will be adjusted accordingly. Eligibility can be proven by a certified transcript from the accredited college or university attended. In order to be retroactive to their hire date, new employees must provide appropriate documentation to the Payroll Clerk within 90 days of hire. The educational incentives available are:





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- Associates Degree only: 5% stipend (based off of Police Officer range minimum)
- Associates and Bachelors Degree: 10% stipend (based off of Police Officer range minimum)
- Bachelors Degree only: 10% stipend (based off of Police Officer range minimum)
- Masters Degree: 5% stipend (based off of Police Officer range minimum)

**Prior Military Service:**

Newly hired Officers in Training who do NOT have prior Police experience may be eligible for an incentive for prior military service. This incentive is applied as a stipend amount equal to 5% of the range minimum of the Police Officer rank. Stipends are incentives that are paid as a flat-dollar amount, not included in base pay, and which will be based off of the minimum rate for a Police Officer. If the pay range for a Police Officer is adjusted, the stipend will be adjusted accordingly. Eligibility can be proven by providing documentation from the Military showing length of those assignments as accepted by the South Carolina Criminal Justice Academy.

**Combination of Incentives:**

- No new hire can receive more than 15% in combined education, experience, and military incentives.
- New hires with prior Police experience are not eligible for the prior military service incentive.

**Current Employees:**

Current City of Greenville sworn Police employees are not eligible for prior law enforcement or prior military experience incentives.

**Educational Incentives:**

Current sworn Police personnel obtaining degrees in a relevant job-related field are eligible for the following incentive stipend(s). Employees currently enrolled in or able to provide application to a qualifying educational program through the City's tuition program as of 6/30/2012 will be grandfathered into the program and will receive base pay adjustments as outlined in the Greenville Police Department memo issued July 9, 2008.







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A detailed list of these employees is available through Brandee Rector. Stipends are incentives that are paid as a flat-dollar amount, not included in base pay, and which will be based off of the minimum rate for a Police Officer. If the pay ranges are adjusted, the stipend will be adjusted accordingly. Eligibility can be proven by a certified transcript from the accredited college or university attended. Transcripts from the accredited college or university must be submitted within 90 days of degree confirmation.

- Associates Degree only: 5% stipend (based off of Police Officer range minimum)
- Associates and Bachelors Degree: 10% stipend (based off of Police Officer range minimum)
- Bachelors Degree only: 10% stipend (based off of Police Officer range minimum)
- Masters Degree: 5% stipend (based off of Police Officer range minimum).

No employee is eligible to receive more than 15% in combined incentives (Prior Police, Education, and/or Military Service) throughout the duration of their career.

